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CENTRAL INTELLIGENCE AGENCY OFFICE OF GENERAL COUNSEL STATEMENT OF JUSTIFICATION BUDGET FOR FISCAL YEAR ENDING 30 JUNE 1949

Estimates for the Office of General Counsel have been determined after careful consideration.

- a. Statement of Authorization: The functions of the Office of General Counsel as established by CIA Organization Charts, dated 1 July 1917, are to give legal advice to the Director and all branches of the Central Intelligence Agency.
- b. Statement of Functions and Activities: The Office of General Counsel shall advise, and prepare studies and reports for the Director on all legal matters arising in connection with the work of the organization. This Branch also reviews, before any commitments are made, all contracts, agreements, leases and other legal papers to which CIA is a party; renders legal advice and handles legal matters pertaining to all phases of operations of CIA; and advises and assists the Finance Branch in ascertaining and determining proper procedures with respect to Special Funds to insure that proper and accurate accounting of expenditures is maintained. The Branch further gives emergency legal assistance; handles problems of leases, conveyences and other questions of real property involving CIA; examines and approves, in advance of issue, all orders and regulations containing legal questions promulgated by the Director and all CIA General Orders, Special Orders, Administrative Instructions, Interoffice Memoranda and other directives which report, interpret or involve statutes, Government regulations, decisions of the courts, the Attorney General, the Comptroller General, or similar authorities.
- e. Statement of Coordination: All relations with other agencies or instrumentalities of the Jovernment involving any legal problems pertaining to CIA, or its activities are handled through and with the concurrence of the Office of General Counsel. It has frequent contacts with the Department of State and the Immigration and Naturalization Service on citizenship and naturalization problems involving CIA personnel. It also works with the Treasury Department



on CIA Agent-Cashier matters and other financial problems and with the Bureau of Internal Revenue on tax matters. Relations with the United States Employees: Compensation Commission on death and disability claims of CIA personnel are also handled by this Office.

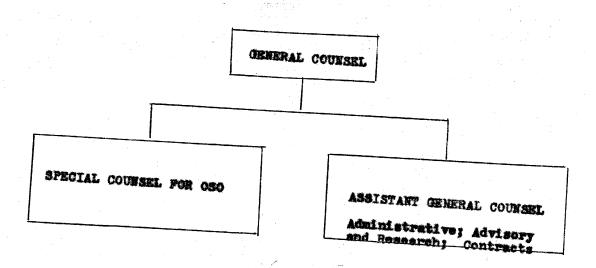
d. Statement of Objectives and/or Accomplishments: The aim of the Office of General Counsel is to advise the Director and the Agency in general of the current status of all law applying to the Agency's activities in an effort to avoid legal complications and to facilitate the Agency's work in accordance with law and regulations. Where legal complications are unavoidable, it is the duty of the General Counsel to resolve them in the best interest of the Agency. The mass of law pertaining to executive agencies and their activities is such that advice thereon is a full time objective for the Office of General Counsel.



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Corganizational Chart 7

OFFICE OF GENERAL COURSE.

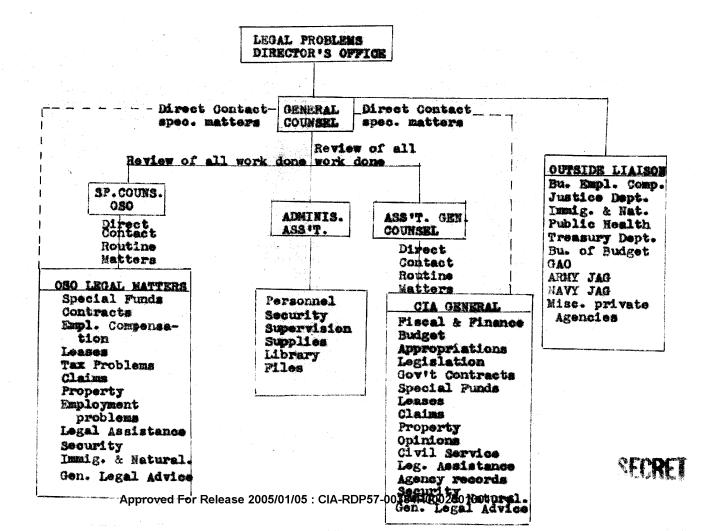




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Punctional & Flow of Material Chart 7

OFFICE OF GENERAL COUNSEL



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Ol. Personal Services:

General Counsel: The General Counsel is solely responsible for all legal advice, decisions, memoranda of law, and other work issuing from the office. He supervises directly the work of the Special Counsel for 030, the Assistant and General Counsel and the Administrative Assistant. On routine internal matters, this supervision consists of review of completed work only to insure that their decisions, advice, etc. are in accord with over-all rulings on law and regulations and with CIA policy. He is assisted in the work of the office by an administrative assistant who combines with those duties, his dictation and typing work.

Special Counsel for OSO: The Special Counsel for OSO is responsible, subject only to review by the General Counsel, for guidance and advice to that
Branch on all legal matters, except those involving external agencies or
policies, which are the direct responsibility of the General Counsel. Except
for questions involving legislation and appropriations, OSC has not only all
the legal problems common to all Government activities, but in addition,
has the highly specialized and intricate problem of unvouchered funds and
their administration in accordance with law and regulations, and also has a
variety of equally specialized problems arising out of the peculiar nature
of its operations. For proper performance of his functions, the Special
Counsel OSO must have not only a thorough background in civil and administrative law, but also must have the legal ingenuity combined with experience
trative law, but also must have the legal ingenuity combined with experience
of its work. At present the positions of Special Counsel for OSO, and
Assistant General Counsel, are combined in one person, who is assisted by
one clerk-stenographer.

Assistant General Counsel: It is estimated from the gradually increasing flow of work passing through the Office of the General Counsel, that it will be necessary to recruit an Assistant General Counsel to assist with the work

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Ol. Personal Services (Cont'd)

of the Agency outside of 050. His primary functions will be research and drafting of memoranda of law and opinions to assist the General Counsel on all legal problems of the Agency. He will, in addition, however, give direct advice and opinions on routine internal matters to all branches outside of 050 and will carry on specialized outside liaison with such offices as the Eureau of Employees' Compensation. He additional clerical help will be necessary for establishment of this position. The General Counsel, if absent, may designate either the Special Counsel for 050 or the Assistant General Counsel to act for him.

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O2. Travel:

The estimates for travel expenses have been based upon records of past experience and on estimates of trips which will be made necessary by problems forseen in the current planning of the Agency.

Justification: Occasional trips by one member of the Office or another, depending upon the nature of the business transacted, are necessitated by special problems to be worked out with the Bureau of Employees' Compensation, law firms representing individuals, or corporations dealing with the Agency, and with individuals or companies involved in special confidential work on relations with the Agency which present legal problems. In view of the complications arising out of the transfer of the FBIB to the west coast base, and the construction of its new facilities, two trips to the west coast are foreseen. The fiscal year of 1949 will see liquidation of certain types of activities in both Europe and the Far East, which will require one trip to each area to clear up the legal problems remaining after liquidation, particularly claims and disposition of Government assets.

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08. Supplies and Materials:

The estimates for this object class are based on the amount of special supplies and materials used during Fiscal Year 1947.

Law books, subscriptions to legal services, etc.

Justification: It is essential for this office to be currently informed on all new Federal legislation and certain special State legislation, on all Court opinions of importance and all changes in civil law of general application. Certain other services are essential, such as Decisions of the Comptroller General, the Attorney General, and other Government administrative laws and publications.

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